

Town Hall  
Market Street  
Saffron Walden  
CB10 1HZ



## **Agenda**

### **Planning & Transport Committee**

**To Committee Members:** Cllrs Asker, Curtis, Eke, Freeman, Gadd, Hawke-Smith (Chair), McLellan (Deputy Chair) and Meloy.

You are summoned to attend a MEETING of the PLANNING AND TRANSPORT COMMITTEE of SAFFRON WALDEN to be held in the **Town Hall**, Saffron Walden on **THURSDAY 9 November 2023** commencing at **7.30pm** to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters.

### **Meetings and the Public**

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk). For background papers in relation to this meeting please contact [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk) or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

### **Facilities for people with disabilities**

The Council Offices has facilities for wheelchair users, including lifts and toilets.

### **Fire/emergency evacuation procedure**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

**For information about this meeting please contact the Town Council:**

Telephone: 01799 516501 / Email: [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk)

General Enquiries – Saffron Walden Town Council Offices, Town Hall, Market Street,  
Saffron Walden, CB10 1HZ

Website: [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk)

**Recording of meetings**

Meetings will be recorded where possible and practicable to do so.

**General Data Protection Regulations (GDPR) 2018:**

For details of the Town Council's Privacy Notice, please visit our website:

<http://saffronwalden.gov.uk/policies/>



**Lisa Courtney, Town Clerk**

3 November 2023

1	<b>Apologies for absence</b> To receive apologies and consider requests for approved absence
2	<b>To receive any Declarations of Interest</b> Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	<b>Public Speaking Time</b> For the public or press to ask questions of the Council on matters relating to the agenda.
4	<b>Minutes of last meeting</b> Committee to approve the minutes of the Planning and Transport Committee meeting held on 26.10.2023.
<b>HIGHWAYS</b>	
5	Standing item: Committee to receive an update from the County Councillor
6	<b>Essex Planning Officers Association (EPOA)</b> EPOA has been leading work to revise the parking standards guidance to inform new development across Essex and the new Garden Communities. The EOPA is consulting on parking standards for development such as housing, retail, commercial and leisure uses. The existing guidance was approved in 2009. The consultation can be found online at <a href="https://consultations.essex.gov.uk/rci/essex-parking-guidance-consultation-2023/">https://consultations.essex.gov.uk/rci/essex-parking-guidance-consultation-2023/</a> closing on 4 December. It is recommended P&T respond to the consultation outside this meeting and responsibility is delegated to the Deputy Town Clerk and the Chair.

<b>PLANNING</b>	
7	<b>To Consider and Comment Upon the Following Planning Applications:</b>
A	<a href="#">UTT/23/2603/HHF</a>   Two storey rear extension with 1no. triple-glazed frameless rooflight, black sash windows, ground floor full height windows and bi-fold doors. Replacement of existing windows to front elevation with black sash windows. New front porch and flint wall from south elevation to boundary fence with painted timber boarded fence gate. Associated internal alterations.   36 Mill Lane Saffron Walden Essex CB10 2AS
B	<a href="#">UTT/23/2724/DOV</a>   Request for variation of 106 agreement dated 17 May 2023 between Uttlesford District Council and Essex County Council and Kier Ventures Ltd relating to application S62A/2022/0014 (UDC reference UTT/22/3258/PINS) - to remove the requirement to provide First Homes   Land To The West Of Thaxted Road Saffron Walden Essex
C	<a href="#">UTT/23/2659/CLP</a>   Certificate of Lawful Development that the approved use falls within Use Class E.   Land To The East Of Shire Hill Saffron Walden Essex
D	<a href="#">UTT/23/2686/FUL</a>   Internal and external alterations to existing building to facilitate use as a B8 data centre   G R8 Tool Hire Ltd Unit 4 Dean Way Saffron Walden Essex CB10 2JY
E	<a href="#">UTT/23/2736/HHF</a>   External fire escape addition at the rear of the house and rebuilding a garden wall in a Conservation Area   34 South Road Saffron Walden Essex CB11 3DN
F	<a href="#">UTT/23/2562/HHF</a>   Replacement of existing windows and doors to front and rear elevations; proposed Upvc white vertical slider windows and glazed grey composite door to the front elevation and white Upvc casement windows and Upvc fully glazed French doors to the rear elevation.   36 Elm Grove Saffron Walden Essex CB10 1NA
8	<p><b>Update on ongoing significant applications</b></p> <p>Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.</p> <ul style="list-style-type: none"> <li>• Land north Shire Hill (Redrow) The above site has been issued with an enforcement stop notice, effective from 25 October 2023 until 22 November 2023, this is due to works commencing prior to application approval.</li> </ul>
9	<p><b>Urgent Information Items</b></p> <p>Any items to report for information only. This item is included for information sharing only, Committee is not permitted to determine matters until this agenda item.</p>
10	<p><b>Date and time of Next Meeting</b></p> <p>Thursday 23 November 2023 at 7.30PM, The Town Hall Saffron Walden</p>